

COMMITTEE ON JOINT SCHOOL BUILDINGS

May 27, 2003

6:00 PM

The Chairman called the meeting to order.

The Clerk called the roll.

Present: School Committee Members Herbert and Beaudry
Aldermen Pinard and Garrity

Absent: School Committee Member Paradis
Alderman Thibault

Messrs: Tim Clougherty, Bob Duval, Fred Wurtz, Bob Flaherty, Ken Cornwell,
Doug Butler, Allen Jefferson, Tim McManus, Alderman Forest,
Alderman Lopez

Chairman Herbert addressed Item 3 of the agenda:

Bakersville Kindergarten Addition & Electrical Improvements –

- a) Project Financial Report (attached); and
- b) Architect's Status Report (attached).

McDonough Kindergarten Addition –

- a) Project Financial Report (attached), and
- b) Architect's Status Report (attached).

Tim Clougherty stated both projects are substantially completed at this point. McDonough I believe is 100 percent; Bakersville we're still working out a couple of loose ends, but we anticipate closing that out in the next couple of weeks.

Alderman Garrity asked weren't there some items that were still on backorder, classroom items and things like that?

Mr. Clougherty replied the furniture items were procured directly by the School District. I don't know what the status of all of those items are.

Alderman Garrity asked that was out of the grant, right?

Mr. Clougherty replied yes. All that was funded directly from the grant.

Alderman Garrity asked there were issues with the playground at Bakersville?

School Committee Member Beaudry replied I brought it up to Tim's attention and apparently everything is satisfactory with the grade...it had to do with the chips out back in the playground. I guess everything seems to be okay. The Principal is okay with it and Tim says it's the quality stuff. So I'll go with him.

Alderman Garrity stated maybe you guys have more information.

Chairman Herbert stated school supplies it shows there's only \$881 left unspent.

Alderman Garrity stated I thought there were some furniture items on backorder.

School Committee Member Beaudry stated the kindergarten teachers did mention that there was I guess some equipment too. I don't know exactly what they have, but I don't know if that would be under Tim or the Principal, but there's some things that were on order that didn't come in. Something like little cabinets and some stuff like that that was supposed to come in to each class. And where that stuff is, I don't know.

Mr. Clougherty replied I think that Bakersville is 100 percent complete procured and received to the best of my knowledge. McDonough may not be because they ordered kind of late in the game.

Chairman Herbert stated the report shows most of that is not spent yet.

Mr. Clougherty replied it is encumbered though, which indicates that they've ordered the products.

School Committee Member Beaudry asked the question I would have Tim and just an update on the stuff that I brought to your attention a couple of weeks ago as far as the roof and the tiles and the locks and stuff like that. How is all of that coming along?

Mr. Clougherty replied the locks we have the hardware supplier and to the best of my knowledge that is resolved. That's one of the items that we're pursuing. The roof did not leak over the weekend; it did leak two weeks ago. We're waiting for...it's a special color and product for the exterior metal flashing and we're waiting for a shipment of that to come in and they're going to reflash around the southwest corner to make sure that that area is completely tight. The tiles, all the grout will be replaced.

School Committee Member Beaudry stated but the tiles themselves were broken.

Mr. Clougherty replied the broken tiles will be replaced and the grout were it's cracked with be reinserted.

School Committee Member Beaudry asked what about the sink? How did that come out? The water and pressure in the sink, I did talk...

Mr. Clougherty replied they ordered a new apparatus for that and it was installed two weeks ago. I haven't heard that it didn't work so...

School Committee Member Beaudry stated my understanding was talking to Barbara was they were actually going to install a hot water tank because what they had there is some sophisticated unit that didn't really provide enough hot water for the two sinks and they were going to put an actual hot water heater in there. Do you know anything?

Mr. Clougherty replied no. That shouldn't be necessary. The recovery rate on those heaters is more than adequate to cover the two sinks that they are scheduled to handle. Actually I think they each have an individual instantaneous domestic water heater on them. I had the engineer check out the sizing of them, it was a problem somewhere either in the piping or with the product that was installed and the mechanic contractor was addressing that.

School Committee Member Beaudry asked so the pressure's going to come back and they'll have more hot water?

Mr. Clougherty replied yes. They put in a flow restricter in order to slow the...when you slow the rate of the water down it allows the instantaneous water heater to heat it more. So the first problem was that they weren't getting hot enough water, so they put in a flow restricter which then gave them enough hot water but it only trickled out. So there's a problem somewhere also in there that they didn't address two weeks ago. I'll follow up to make sure that that...

School Committee Member Beaudry asked we won't make a final payment until all of that stuff is taken care of?

Mr. Clougherty replied no. We actually still have overlay of the parking lot to do and some site issues that were scheduled to be done Thursday and Friday of last week. There was sweeping after school and paving over the weekend, but obviously with the rain they're not able to do that.

School Committee Member Beaudry asked so they took that load of sand and asphalt out of the back out of that...behind the fence area there?

Mr. Clougherty replied they probably didn't because they were going to sweep Thursday and Friday and I didn't ask them to make a special trip because that area shouldn't be accessed by anyone but maintenance personnel.

Chairman Herbert asked this if FYI right? You don't need anything from us on this?

Mr. Clougherty replied no I don't.

Chairman Herbert addressed Item 4 of the agenda:

Memorial High School Media Center –

- a) Project Financial Report (attached); and
- b) Architect's Status Report (attached).

Mr. Clougherty stated this project is pretty much in the same status, substantially complete, more than substantially complete. There's some site work issues that we're working with the contractor to address as well as some interior items, but nothing major. We're meeting with the contractor tomorrow afternoon to get a schedule on the final completion of this.

School Committee Member Beaudry stated I don't know if it was part of the bid, but the old roofs that were in the back, the door frame and stuff were pretty beat up and the paint, the way it was painted and some of the floor board wasn't painted. Is that all going to be taken care of? I know I brought that up at the last meeting but I haven't been over there to look and see if anything has been actually done.

Mr. Clougherty replied those areas should have all been painted and received new finishes. There's no reason that any of the old doorways should be...

School Committee Member Beaudry stated like I said, I haven't been over there since the last meeting, but it was pretty rough and there was baseboard missing.

Mr. Clougherty replied there was some baseboard missing in the conference area because we hadn't received the high-density storage units yet. So the base was left out.

School Committee Member Beaudry stated and like I said the doorframes were beat up. There wasn't fresh paint on the doorframe in the old room. I can go by there tomorrow again but...

Chairman Herbert stated why don't you check it out again and eyeball it and if you have any questions you can get a hold of Tim.

Chairman Herbert addressed Item 5 of the agenda:

Update on Design-Build Project.

Mr. Clougherty stated our first update on design/build. Things are moving along relatively smoothly right now. I've brought all of the gentlemen that will introduce themselves tonight. If we have any questions I'm going to let them each talk a little bit about their approach to the project and what we've got going on right now. For the committee's information, DMJM as Tim indicated is the program management firm that was hired by the City that will be project managing the project on behalf of the City, doing document control and construction inspection and things like that and I'll let Tim and Allen get into that a little bit more. With that, why don't I turn it over to Tim and Allen.

School Committee Member Beaudry asked that's the clerk-of-the-works? These guys are going to be overseeing all of the works?

Mr. Clougherty replied no, a little bit more than clerk-of-the-works. But they're going to serve that function as well as many others.

School Committee Member Beaudry stated let them get their presentation done and maybe they'll answer some of those questions. So we're going to hear from DMJM and who else and Gilbane themselves and the architect?

Mr. Clougherty replied and then Lavalley-Brensinger and Shooshanian can talk a little bit about the programming phase and what we're going through now in order to get the design phase done so it can start construction.

Chairman Herbert stated I know you did at one time but I've forgotten everybody's name already so, when you talk just do it over again.

Mr. Clougherty stated this is Tim McManus and he's the project executive with DMJM and Allen Jefferson is the project manager.

Tim McManus stated I'm the Vice President of DMJM on the National Practice League for Program Management and officer in charge. DMJM has worked on six of the eight largest school bond programs throughout the United States and we're bringing those resources here. Our scope is essentially a few things. In addition to being a quote-unquote clerk of the works, that's part of it, but our services are to act as an extension of the City's staff working for Mr. Clougherty to support him in the program. We have three primarily defined tasks and one extra task. We have full-time staff on the project consisting of our project manager Allen Jefferson behind me. We'll have a project engineer and an administrative assistant whose primary focus is

administrative duties of the project, document control, meetings coordination, correspondence filing and things like that. Allen, our project engineer, and Monique will work very closely with Tim. They'll be situated when Gilbane sets up the project office complex within the next few weeks; our team will be situated there. Currently we're working out of our Manchester office on Industrial Park Drive. The second primary task we have is that we will perform design review of all of the design submittals that come from Lavallee-Brensinger or Shooshanian or from Gilbane. We'll perform design review of all of those submittals to make sure that the design of the project complies with the scope that you've defined in the RFP. To make sure what is being designed, what is being let out to the sub-contractors is what was intended to happen. We'll also review any submittals during the construction phase for conformance with that. So we will perform those services. The third major task that we have is to perform construction inspection services. Traditionally no one is clerk-of-the-works services. We'll have inspectors on the projects, on each of the projects, overlooking the construction, looking at quality, who is on the job, what's the weather conditions, what are the deliveries, typical functions like that as far as construction inspection monitoring. Not doing independent testing, but construction inspection monitoring. They are our eyes and ears out in the field. In addition to those regular tasks, we have a team of experts available for whatever issue came up. From everything from a public/private financing issue to a contracting issue, a dispute issue, claims, investigations, environmental concerns, we'd be able to bring whatever resources we need from our over 3,000 people throughout the country who have either worked on projects like this or are local and have experience like that. We have a multi-disciplined organization that can address any of those concerns. I'll be the officer in charge. Allen Jefferson is our day-to-day project manager. Allen and I will work as a tag team. You'll probably see him a lot more than you'll see me, but my role is to make sure that any of the services that the City needs, any of the resources that we need to bring to bear here to make the project go effectively and to respond to the City's needs we will make happen. Any questions?

School Committee Member Beaudry stated you're going to be overseeing each phase like the concrete, when they pour the concrete, who will actually check? Will there be a check of the mix and stuff like that, to make sure it's the proper mix for that specific project and depending on weather conditions? Is that all going to be checked out by your firm?

Mr. McManus replied the design/builder is responsible under their contract with the City to retain an independent testing lab that would do those types of tests and inspections. We would oversee to make sure those tests and inspections are being done, are being documented, and are being filed accordingly.

School Committee Member Beaudry asked as the project progresses, the steel and electrical and all of that...?

Mr. McManus replied we will make overhead inspections, punch-listing tests, we're making sure that everything gets done.

School Committee Member Beaudry asked and if there is a change in the specifications, would you bring it to Tim's attention and then that would come to us as the Joint Building Committee?

Mr. Clougherty replied it all depends on the magnitude of the change or the differential from what's specified. As Mr. McManus mentioned we're going to be...Gilbane will be hiring an independent testing firm. They're essentially just the firm that does testing and provides a report to Gilbane and then they'll come over to DMJM and the City and it also gets copied to the Building Department. So everybody has the knowledge of exactly what's happened and if there are deviations, then we'd address those deviations at that time.

School Committee Member Beaudry asked do they have the authority to stop the project if they see something that is what they feel is either inferior or something that was not on the blueprint? Can they say we don't want that to happen? They have the authority to do that?

Mr. Clougherty replied I believe that only the City has the authority under their contractual obligations that we have with DMJM. Only the City has the actual authority to do that, but we're in 2003 and I'm a cell phone away from any of their inspectors if they see anything that's going on that shouldn't happen. Obviously it's in Gilbane's best interest and Lavallee's and Shooshanian's to make sure that things like that don't happen.

School Committee Member Beaudry stated I understand but I would assume you're going to have a lot of subs out there doing this job, so I'd be as concerned with some of the subs coming in and maybe trying to cut corners or whatever. And if that were to happen there'd be somebody on sight to make sure that they catch that.

Mr. McManus replied that's exactly right, and what we've done is, we've added to our team working for us on the project Harvey Construction Company. We wanted to make sure that we had a local construction company who knew the local subs, knew labor, knew the issues of suppliers, that could identify those issues beforehand and we're very familiar with those people. If you look at Gilbane's subcontracting programs and their prequalification program, they go through a very extensive process to make sure they only have very quality, very responsive subcontractors. So that's a good check right there. In addition, we have Harvey on the job who knows the local market, who knows the local players, the local subs to make sure that the issues that you're talking about are identified very quickly.

School Committee Member Beaudry asked will Gilbane carry the liability insurance for all the subs, or does each sub have to have their own liability insurance?

Mr. McManus replied general liability insurance...I don't know Tim if you want to go over the...if you want to talk about it? The City is providing an older, controlled insurance program. A lot of times when you have a large construction project like this which is close to \$100 million and you have multiple contractors involved, or subcontractors involved, it's considered to be cost beneficial for the owner to provide an overall wrap-up insurance program for Workers' Comp and general liability. So the City is providing those insurances for Gilbane and their subcontractors. Builders risk insurance will be provided by the City in the existing policy, Gilbane will provide automotive insurance and professional liability insurance.

School Committee Member Beaudry asked but the City will not be on the hook for liability though, they're going to front the liability insurance but it will be reimbursed by Gilbane?

Mr. McManus replied no it's not. The City will fund any of the claims depending on how the contractors work it out with the insurance carriers. Bid proposals were coming in last Friday, today and tomorrow to finalize those policies. The City will fund up to a certain amount. The City's insurance counselors, as well as risk manager, Mr. Tatapolous, has evaluated how the program will be structured so that the upside or the downside for the City as far as those insurance costs are pretty well established. The way that works usually for an OSEP on a job like this is the...it's intended that the reduced...instead of having each of the subcontractors provide their own insurance coverage, or have Gilbane provide their own insurance coverage, and having various insurance companies involved with the job, usually when that happens, you have one insurance company fighting with another insurance company. And you forgot to get your insurance coverage and let yours lapse and it's a mess many times. Plus the quantity discount that you have by providing one overall wrap-up policy as opposed to 75 or 80 different policies, there's some premium savings as well. The key to the job is making sure that you have good coverage of course, that you have a well-instituted safety program, and you keep claims down as much as you can.

School Committee Member Beaudry asked I would assume that cost is associated with the overall cost of the project?

Mr. McManus replied yes that's correct.

Alderman Garrity asked Tim is DMJM's fees covered under the bond amount?

Mr. Clougherty replied yes.

Alderman Pinard asked where is your office located?

Mr. McManus replied at Industrial Park, off from Candia Road.

Alderman Forest stated I just have a follow up to Arthur's question about the checklist. You as a contractor keep a checklist on day-to-day operations of what you do and what you plan on doing in a time frame, correct?

Mr. McManus replied yes.

Alderman Forest asked and as far as the major changes, you wouldn't stop a project unless it's a real major change, correct? And the City would have to know that.

Mr. McManus replied if we saw a major change occur, we would document it, we'd contact Mr. Clougherty, and then he would provide instructions. And that would occur whether it's a design change, something that came up in a meeting, or if a physical change out in the field as well.

Mr. Clougherty stated under the design/build methodology, typically what would happen in a traditional design bid build where an architect draws up plans, architects and engineers and you have a contractor out there building it with a clerk-of-the-works, if the clerk would see something, he'd call the architect and relay the information to the architect and then the architect would make a call. In this project delivery method, Gilbane and Lavalley-Brensinger and the architect and Shooshanian are on the same team so they can internally work out most of those details and we should really be ancillary to any major problems.

School Committee Member Beaudry asked Tim on the construction part as far as the additions at the high schools, I assume the principal's must have already seen an overview of what's going to happen, but say when the construction starts, the principal wants to move that door from that side to this side. Is that something that's going to come before us, is that a decision we would make and say all right go ahead and put the door over there?

Mr. Clougherty replied what we are doing, I'll let Fred get into it a little bit more, but we're working through schematic design, design development construction documents with the principals specifically for the schools that are having additions to make sure they're comfortable with the program right from the start. Once we get that level of comfort where we know where the walls, we know where the doors are, we'll be bringing the plans to the Building and Sites Committee for approval.

School Committee Member Beaudry asked so John Rist...I look at Central the most because John Rist is a new principal over there and it's my understanding when this

started it was a Mr. French that was there, so John would have a say in the final documentation that's going to happen at Central.

Mr. Clougherty replied we have met with John three times in the past two weeks.

Mr. McManus asked any other general questions about our role or involvement?

Chairman Herbert stated the only question I have just so I can get it straight. If there are any issues that arise, is this firm the one that is pretty much your eyes and ears on the project?

Mr. Clougherty replied yes.

Chairman Herbert stated so part of their responsibility is to make sure the City staff is informed about progress and the issues that come up. Are you independent of Gilbane then?

Mr. McManus replied yes sir. We're a completely separate company. Our contract is directly with the City and we essentially are serving as an extension of the City staff, or Mr. Clougherty's staff.

Alderman Pinard asked Tim are you going to be the one that's going to be responsible to know what's going on as the phases go on?

Mr. Clougherty replied yes. We're going to treat it just like any other construction project that we have brought before you like the media center, the kindergarten additions, and what have you. But Allen Jefferson will probably be providing monthly update status reports along with myself.

Alderman Pinard stated okay, because I think we should be abreast of everything that's going on and it's the responsibility of this committee to overlook this construction.

Mr. McManus stated I'd like to have Allen Jefferson who is our full-time project manager on the job just walk you through the outline of the report that we intend to provide to you monthly.

Chairman Herbert asked Allen's the guy we're going to see a lot of?

Mr. McManus replied yes sir.

Allen Jefferson stated I'm assuming everybody got this monthly report and are you satisfied with the format that we currently have? Right now I'll go through this and if you have any questions for me. First: total program budget \$109 million

approximately. Once the finance structure becomes a little bit more definitive, we'll provide further detail. Project Schedule: as you have attached we're expecting an update from Gilbane this week and once that update is received we'll forward it to you. The draft is attached. Previous Month Progress: involved project approval; program manager selection and notice proceed and that was us pretty much getting on board; commencement of existing conditions sampling and Gilbane would be the appropriate as the consultant as bid out to Central and West High Schools and it has been coordinated with the principal of each high school relative to gaining access to site and doing their testing and sampling. We have also had as Mr. Clougherty mentioned various initial design/scope meetings with Central and West High School principals, we've had ongoing meetings with them to try to further introduce them to the schematic, walk them through it, and also to start to respond to their needs and Lavalley-Brensinger can respond to that a little bit more directly, but that's been also ongoing so their on board and are all abreast as to how the project is currently progressing. We have weekly meetings working with the entire design/build team and Mr. Clougherty every Wednesday at Lavalley-Brensinger's office and that's pretty much going to be ongoing through the life of the project. Critical activities that come from those meetings will be presented on this floor; final location for project office: Ken you'll have to correct me if I'm wrong, Jewett Street. We have conducted our initial OCIP conference and currently are ironing out any issues with the OCIP. Upcoming Activities: for this month...

School Committee Member Beaudry asked why wasn't Memorial part...I thought all three high schools were supposed to start at the same time? But you don't have any commencement or existing positions at Memorial. Why is it just Central and West?

Mr. Jefferson replied because of the work that's going to be done in Central and West is going to be taking place this summer so we had to put that in the forefront to get that work ongoing right now.

School Committee Member Beaudry asked so they won't be breaking ground for the addition at Memorial this summer?

Doug Butler replied the overall schedule which I think you probably have a schedule, you can see that at West and Central we have a longer schedule, so the plan was to start with those schools first and let the design team get through the design process at least to some extent for the more complicated school programs and then we will later in the fall get over to Memorial and start that process.

School Committee Member Beaudry stated the question I have on the final location for the offices. I know it's going to be behind Jewett Street, the access. I know Alderman DeVries had asked, and this is another project, but if it actually coincides with your project to get the parking lot, the lower parking lot, of Southside Junior High done

earlier so that I guess they can have access through there to get to their site. Is that in the works with doing something? I guess Gilbane was willing to do something over there. I don't know if...not blasting, but there's some site work to help out on the parking lot, the lower parking lot.

Mr. Clougherty responded what we had initially proposed locating the site office complex south of Southside Middle School on Jewett Street toward the Jobin Drive area, but there was some objection raised because of the size of the complex and the duration that the complex would be there and also the potential conflict with the field improvements that's in the overall site. So Gilbane took it upon themselves to talk with the Southside Bible Fellowship to try to work out an agreement where they can use some of their property, unfortunately timing didn't work out with that and right now we're looking at moving it back to the original location which is just north of Southside Middle School north and east. There's a beat up field with some dumping area that Parks & Rec uses directly adjacent to the church property in the northwest corner of that lot.

Chairman Herbert asked who objected to the original plan?

Mr. Clougherty replied Alderman DeVries objected to the original plan because we had talked about the trailers and I guess there was a lot of difficulty with the erection of the clubhouse on the south side of Jewett Street.

Chairman Herbert stated what I'm trying to get at is did...none of that came before any committees though?

Mr. Clougherty replied no.

Chairman Herbert stated because my original understanding was that... Did Parks & Recreation object?

Mr. Clougherty replied Parks & Recreation hasn't objected to it. What we did...what we were looking at planning wise that was before the CIP allocation for the athletic field improvements came up, so we didn't know to what level they would be funded and because they were funded at such an accelerated level, there's the potential for conflict with that office complex with the overall improvement program. So by moving it north over behind Southside we alleviated that.

School Committee Member Beaudry stated that's what I wanted to get at. I wanted to make sure that the Memorial project is not hindered by the location of the offices.

Mr. Clougherty stated we worked with Parks & Recreation in order to make sure that that does not come to fruition.

Committee Member Herbert stated my understanding was there was going to be, because that area was going to be your offices and headquarters for the project, we were going to get a parking lot done over there and that was going to also help the athletic fields need for parking. Has that changed?

Mr. Clougherty replied yes it has. Because of the conflict timing wise with the overall complex athletic improvements we had to move it further north.

School Committee Member Beaudry stated see my problem is Mr. Chairman is my understanding is they're going to be there for about six years, five years and we're hoping to get that project done within two years. At least the parking lot.

Chairman Herbert asked who is building the parking lot?

Mr. Clougherty replied that's up to Parks & Recreation.

Chairman Herbert replied they don't have any money for a parking lot in that project.

Mr. Clougherty stated I don't know how their CIP allocation is prioritized or how their athletic improvements are prioritized.

Alderman Pinard asked didn't you overlook that before Tim when they were negotiating the awards at Memorial? This is all new to me. It seems to me that all of us here tonight that Parks & Rec should be here to give us some input on what's going on because now you're stuck on the parking lot. I don't think it's right.

School Committee Member Beaudry stated I think Parks & Rec, Mr. Chairman I don't want to speak for them, but the \$2.5 million that they brought before the Aldermen a month or so ago, the \$1.3 million that's coming this year is going to be enough for the parking lot and the inside of the fenced in area. It's going to be a brand new football field and the track. And the subsequent year there will be no bleachers. They'll have the pillars for the bleachers but then a subsequent phase, phase 2, would install the bleachers in that. But phase 1 from my understanding is the parking area, the lower parking area, handicapped accessible, and the inside track and field is going to be complete. That was phase 1.

Alderman Garrity stated you would have to put the phases close to each fiscal year.

School Committee Member Beaudry replied it is, it runs one right into the other.

Alderman Lopez stated I agree with Art. The only one thing I do recollect is when Ron was saying that you were going to build the parking lot from that point on. And that's from the funds that we gave to Phil. Is that incorrect?

Mr. Clougherty replied that is incorrect. What we had talked about on the side was if we had the ability to put the site office there and the athletic field improvement project was not funded as aggressively as you have funded, it would impact the athletic field improvement project and we'd have the ability to potentially do some grading in that area to make some parking. But because it was funded at the \$2.5 - \$2.3 million level, the potential conflict with the abutters and the timing issues, we decided to move it further north back to the area where it wouldn't impact the project. So that alleviated our necessity to...

Alderman Lopez asked you and Ron agreed to that?

Mr. Clougherty answered yes. We worked closely with Ron on that.

Chairman Herbert stated that's a pretty major change from what was originally presented to us. I'm not arguing against what was done, but anything...that's very significant.

Mr. Clougherty stated actually what was originally presented was just putting it somewhere in the field where we are putting it now. The Jewett Street idea is something that came up at the eleventh hour and we worked with Ron real quickly to see if we could make that happen and with Alderman DeVries out there. Just trying to see if there are any major concerns on the forefront and it turned out that there were especially after the CIP was funded at the level it was for the fields. So we went back to the original location, which is at the north field, north of the track.

Alderman Pinard asked so there won't be any delays because of this?

Mr. Clougherty replied if we get started on it tomorrow as scheduled. We don't anticipate any project delays because of this. We feel that we've worked out all of the concerns and are back to our original plan and that's why we haven't come before any other committees. We're still in the field that we originally presented and we'd like to get going on it.

Mr. Jefferson stated I'd like to go to Upcoming Activities: received some initial design submittals from design/building; some IMEP schematics for both Central and West High Schools that we're currently under review; OCIP is ongoing; project office I think we've already touched on; commencement of construction activity for June 14th; and we're having continues meetings with the school principals with major emphasis on principals at schools that will receive work this summer. On Critical Issues:

establishment of OCIP coverages; final determination of extent of asbestos which testing has been recently been completed and we should receive a report shortly; project safety plan; financing structure; and, timely review of design approvals both by DMJM, in house staff, and by City agencies that need to see these various submissions; design programming with City and school district personnel.

Doug Butler stated I'm project executive with Gilbane. I work out of Gilbane's Nashua, New Hampshire office and as Tim indicated you won't see as much of me as you will some of the other players that I will introduce shortly. My role is much like Tim's to make sure that Gilbane's resources get brought to the table where they are needed and I'm helping right now to get the design team and the rest of the team organized and moving forward. I would like to introduce each of the major players. I'll tell you a little bit about what their role is on the project for Gilbane and then we should let them give a little update of what they've been up to. Many of you probably know Ken Cornwell. Ken's senior project manager with Gilbane. He's the guy you will see a lot of. He's going to be located in this office complex at Memorial and he's going to be in charge of the school project on the ground, overseeing all of Gilbane's activities and obviously all of our subcontractor activities. Next to him is Bob Flaherty. Bob is the principal with Shooshanian engineering. Shooshanian is contracted to provide the mechanical, electrical design services for the project. They are going to be contracted directly with Gilbane and will be coordinated closely with Lavallee-Brensinger and the other design team members. Bob again is the principal for Shooshanian. Fred Wurtz many of you know. We have a direct contract again with Lavallee-Brensinger who is doing the architectural civil structural side of the design work and Fred is obviously the principal in charge for Lavallee and will be overseeing their efforts. And lastly Bob Duval. Bob is works for Kimball Chase the civil structural engineer and he's actually working with Fred under that contract to do civil structural engineering for the project. So we've got I think a pretty good design team assembled. People that certainly understand the City of Manchester and understand what the City is attempting to accomplish and I know they're going to bring their efforts to bear. With that I'm going to let Ken say a few words about what he's been up to.

Ken Cornwell stated thanks for having us here tonight. As Doug alluded to I am the day-to-day operations guy for your school project. My address is 220 South Jewett Street in Manchester, New Hampshire and we should be there in about three weeks. We had a lot of discussions with Parks & Rec, we had a lot of discussions with the church about where to put this office and you'll hear from me and I'm sure you're all the same way. I hate to throw money away. We attempt to do what we were trying to do earlier with Parks & Rec was to save some money and not throw money away because it was temporary money. Unfortunately it just didn't work out for anybody, so we're back to where we started. Right now we're in what we call schematic design. I think Allen's already told you we have already submitted mechanical and electrical,

plumbing and fire protection design for Central and West. We've also submitted now architectural schematic design today for West High School. It should have gone in this morning. So we're in that design mode. There was a question about the approach we took to the job and just looking back to the original proposal. We took the schools, all 21 of them, divided them into design groups and group zero was all of the high schools plus the middle schools, plus Manchester School of Technology, and that's what that schedule kind of reflects. Then we took another group of the elementary schools and called them design group 1, 2, 3, and 4. Knowing that no one could ever bite off all of the design at one time, we broke them into groups. We're actually after the first high schools, Central and West, because they start this fall and we're after Jewett Street and Smyth Road. Those are the ones we're at aggressively. We're actually right on target within a day or so of being where we want to be with the schedule. We're scheduled to start construction at Jewett Street and Smyth Road, and when I say start construction, this summer at those two schools we will abate all of the tile in that school. We'll take it all out. We have already met with the two principals; both are looking very much forward to us getting started. When they come back to school in August or September, they'll have new floors down. That's the focus of the summer. That's work that we can't do any other time. We have to do it during the summer. Central High School, talking to John Rist at length. John and I got to know each other when we worked at the civic center because it was an MST when the kids were there and he brought them to the civic center. We're going after the plaza; Central High School's plaza as you know has a parking garage underneath of it and what we're trying to do this summer as we've discussed with Mr. Rist is we're going to take that plaza away. The reason we're going to do it this summer is we're actually due to start construction there late August and we want to make sure it's all set before school starts. We've got utilities to move. Somebody asked me what's going to happen to Abe Lincoln, but I won't tell that joke today. So we're going to go after that. We won't do any hazardous material removal at Central this year, we're strictly trying to capture the site and get ready for fall. At West High School we're going after the cafeteria. The cafeteria is a core area; when I say core area, it's an area that's occupied by the students and no matter when we go in there they'll always have the cafeteria. It's an area we can't get to during the year but we can get to it only when they're out of school. So we're going to renovate the cafeteria this summer. I think we're on schedule for a mid July start and again we'll go on and abate that. Basically that's where we are from a schedule standpoint. Somebody asked about Memorial. We're not due to anything at Memorial until January, until actually coming out into the spring. I think we actually break ground in February, March at Memorial. The rest of the schools will come on line as we go. By the end of the year I think we'll have design group zero about half done, and design group 1, which is a lot of the elementary schools, will be completed in design. So we'll have more than enough work out in front of us.

School Committee Member Beaudry stated I assume that you guys know that most of these buildings were built in the 60's with asbestos and you have allowed for that. The removal of that stuff. Central you said there's no hazardous materials, but I don't know if you looked in the tunnel with the piping and you have an old boiler room in there that I believe has asbestos in that boiler room.

Mr. Cornwell stated maybe I should correct myself. What I think I was trying to say was we're not going to actually remove the hazardous materials at Central this summer. We are presently doing a full testing of all of the material...the only thing that is going to be affecting our construction right now is being tested by our consultants. We have the plans from the City, which identifies the products, and we've gone a little farther. Now we're going into all of the areas affected by construction to test them to make sure they are either asbestos or not asbestos and then we'll schedule the removal of that work as we go.

School Committee Member Beaudry stated in Nashua I just read in the paper there, they are getting heavy fines because they, I believe it was Nashua, it was in the paper this week about removal of asbestos and I guess it was illegally removed without the proper procedures. \$200,000 fines. So can I just get a clear on Central? This summer you're going to dig out the courtyard. Is that what you're going to do?

Mr. Cornwell replied we are going to fence it in. We will start to move the utilities out of the way, we'll put Abe Lincoln in a box and put him away until we are ready to restore the plaza, work on some exterior plans out of Practical Arts and the classical building and work those kind of things out. We won't do anything internal to the buildings until later this year.

School Committee Member Beaudry asked so there won't be any parking lot or anything for the teachers or anybody come September? That will be gone?

Mr. Cornwell replied no. That will be gone.

School Committee Member Beaudry asked and you're going to be working access to the three buildings so that the kids can have access to all three?

Mr. Cornwell replied yes. We've had meetings with John Rist already and we've met with the Fire Department and the Building Department on Friday. These are ongoing discussions and you can well imagine over the magnitude of the project.

School Committee Member Beaudry stated on the underground garage, I know you're dealing with the fire service. A question I have for my own curiosity is it doesn't seem to have a second exit out of that underground garage. Is that something that is going to be done?

Mr. Cornwell replied there are two exits out of that garage now and they both don't show too well I guess on the schematic but there's an exit on Lowell Street and there's an exit out of Concord Street.

School Committee Member Beaudry stated I saw the one on Lowell but not on Concord Street.

Mr. Cornwell replied yes. The one on Concord Street is just in front of practical arts and the other one comes between the connector building between James and the classical. It was nice being back in Manchester again and I look forward to it.

Fred Wurtz stated I'm from Lavallee-Brensinger. I think you're starting to get a picture of what the last month has been in terms of getting organized and I'll just fill in some of the details from a design side, particularly from the architectural design side. We're doing a number of things in parallel, first of course is participating with the City and DMJM and the Gilbane design team just on the organizational aspects of the project. Communication, schedules, getting all of the contract I's dotted and T's crossed and all of that which there is a substantial amount of work as you can imagine on a project this big and this complex. Secondly and a big chunk of work for us in the very front end of the project is to get out into all of the existing buildings and we're doing them in the order that the design schedule is preparing designs, because obviously we can't do them all at once. But we need to get out and do accurate base sheets both for own use, certainly for Shooshanian's use and for the builder's use. The drawings used through the proposal were drawings that were available through the City and they're okay for those purposes but not accurate enough for actual construction documents. So we literally have teams going through the schools with little laser dimensioning devices accurately measuring all of the schools. Obviously that will be a great benefit to us as a design team, but it will also be good benefit to the City once the projects are completed and occupied they have all dated and accurate drawings. As has been mentioned a couple of times, we needed of course to make sure that the principals of the various schools are comfortable and onboard with the designs. So we took the proposal designs as they were submitted and sat down with the principals again with Tim and folks from DMJM and Gilbane and kind of walked the principals through those designs and have gone back and forth a couple of times now to resolve some issues, change some things, so that it fits their program as closely as we can at this point. Those are for West and Central have been approved at this point so we're finalizing the schematic designs, West was submitted today, Central I think gets submitted by the end of this week. So we're making good progress in that regard and we're starting to begin the process of actually assembling the specific construction detail specifications and what have you that will come in the design development submission, which is about a month of so from now. We are getting busy really fast. A lot of stuff to do but it's a fascinating project from the standpoint the number of

schools and just the scope of improvements that are being made, it's a challenge and it's a lot of fun to figure out efficient ways to do that to make sure that we end up with a quality project. It's going well.

School Committee Member Beaudry stated on this chart I would assume that black lines is where you're going to be actually physically working on the site. Is that correct how I'm reading this? I'm looking at Beech Street construction. My understanding...what is actually...? I don't have my list of what's going to be done there but I know all of the ceiling tiles in that place are asbestos, so how...it seems like a very short time frame. What is going to be done at that school? Is there going to be floors, tiles, and the whole works and are you going to get that done in five months?

Mr. Cornwell stated that's the design you're looking at. It's about six months the way it's shown right here.

School Committee Member Beaudry asked is that going to have electrical upgrades and everything like...I should have brought my thing.

Mr. Clougherty stated I don't have the list with me but I know off the top of my head that it's getting new finishes, floors, walls, and ceilings.

School Committee Member Beaudry asked so when you rip out asbestos tiles like that, I would assume that building is going to have to be sealed off?

Mr. Wurtz stated we've coordinated exactly the type of project we're talking about at McDonough School over the period of the summer, Green Acres School, at High Goffs Falls, all in the period of one summer.

School Committee Member Beaudry asked so at no point at all will any of our students come in contact with any type of hazardous material of any kind?

Mr. Cornwell replied absolutely not.

School Committee Member Beaudry asked so if you're doing anything while they are in session, I would assume that area would be sealed off?

Mr. Cornwell replied it's our intent not to have any asbestos abatement done at any time while there are children in the schools. It's just the way we've approached the project; that's the way we want to keep.

School Committee Member Beaudry asked just for my familiarity what do you do with asbestos stuff that's left over?

Mr. Cornwell stated this is done in a vacuum, in a wet process, so there are requirements for air cleaning, for clean air samples, and when you work at schools there is even a final, final test before the kids can come back to school.

Mr. Clougherty stated there is a consultant to come through and to take wipe samples. They will physically wipe the bar joist with a white glove. They'll spray a leaf blower to make sure that all of the dust is cleaned off from everything. When you're done an asbestos abatement project, number one it's expensive, number two it's very obstructive but the benefit is that you get a very clean school.

Mr. Wurtz stated one thing I would just like to clarify, while Ken is correct when we have bulk asbestos removal, including all of the incidental removals that we stumble across are done in an approved manner nights or weekends or something. If we find a pipe fitting it obviously has to be done when the school is closed.

Alderman Pinard stated I hate to say this but Mike and I have to go so I want to thank you personally for briefing all of us and I hope through the next two to five years if we're still here, some of us, that you continue to give these reports on the project.

Mr. Clougherty replied I don't think you'll be seeing everybody every month, but you will see probably Ken and Allen.

Mr. Clougherty stated I have one thing that I'd like to submit and that is certificates of completion to file with the committee for the record. I believe that this takes to a point where you have voted on and now you will not receive the certificates of completion for all outstanding projects outside of the ones that I'm reporting on currently. I will give copies for the record.

On a motion of Alderman Pinard, duly seconded by School Committee Member Beaudry, it was voted to accept the certificates of completion as submitted to the committee this evening.

There being on further business to come before the committee, on a motion of Alderman Pinard, duly seconded by School Committee Member Beaudry, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee